

PLANNING & DEVELOPMENT MEETING

May 24, 2017 – 7:30pm

Minutes

Present- Jim Kelley, Ken Habrich, Dennis Kortekaas, Mike Schack, Peggy Clayton, Becky Adams, Cari Alleman

1. Pledge to the flag- reading of our mission statement

New business to add to the agenda: Road signs, Zoning, Pokegama Lake Association, EFT Meeting, and Enbridge IRA at 6:00 pm on June 6th.

2. Business from the Floor

- ❖ Troop Town- the clerk had a phone call from a realtor asking to make sure that the zoning is correct, residential-commercial, and if it is purchased that it can still have 17 RV sites on it. Asking for reassurance. Refer to and talk to zoning at the county.

3. Consent Agenda

- ❖ Resolution 2017-005- amend where it says email to the clerk, instead it should read sent to the treasurer. If you want different deductions on there, please note that when sending in the pay request.

4. Roads

- ❖ Road Inspections- copy of the road inspections done by the Supervisors is in the packet. May 9th and 11th the board meet and did the road inspections together. We will put it on the website in the minutes and under the road inspections tab. Will also put the link on Facebook.
- ❖ Estimate from Plackner Tree Removal for Nancy Drive- The estimate was for brushing and tree removal, the estimate was for the amount of \$4,500. The work would be done on half the distance of the road, on the north side of the road and full length on the south side. It would be about 2 days' worth of work. Motion to accept the Plackner Tree Removal bid in the amount of \$4,500 made by Supervisor Kortekass Supervisor Clayton seconded. Discussion: what are they doing with the wood? Are they taking it? We have to give the trees to the residents if we are cutting them down in front of their house. On the other side of the road, the resident gets the option to take the trees. The trees are in the ditches and need to be taken out. Do we have an estimated date to this be taken care? We have nothing right now but will find out. Motion passed by all.
- ❖ Casper Construction Grading Bid- This bid is just for the material, we want to get materials from them for the maintenance shop. We like to keep a truck load at the maintenance shop for wash outs. Motion to approve the Casper Construction bid to get grading materials made by Supervisor Kortekaas seconded by Supervisor Kelley, passed by all.
- ❖ Gravel Road Report- This is a time sheet that Casper gave the chairman, it is to let us know what he thinks the roads conditions are in. This is for the first grading of the summer. We will want to let Dust control know what our plan is with Casper so the grading can be done on Tuesday or Wednesday, then we can do dust control by the end of the week.

5. Recreation

- ❖ Dumpster at LaPlant Landing- resident said their used to be one, they are getting trash thrown over the fence into their yard. We took it out because people were throwing their household garbage in there. Maybe have a sign to say "take garbage with you". We could have a barrel or something small sitting there. The maintenance crew is picking up garbage at the landing. One option is: We provide the service and we put it on the tax bill at the end of the year. The problem with that is it's not the Harris Town residents that are making the mess. Not sure what we can do: we could try a trail camera, we will have to address it in the near future. We could put out a small garbage can and the first time we get household garbage we take it out. We will have to tie it down. Motion to put out a small garbage barrel/can made by Supervisor

Schack seconded by Supervisor Kortekaas , approved by Supervisors Schack, Clayton, Kortekaas, Kelley Opposed by Supervisor Haubrich. Put a chain through it and put in on the fence.

6. Town Hall Report

- ❖ Review town hall report as prepared by town hall caretaker, dated 5/9/17- Motion to approve the town hall report made by Supervisor Kortekas seconded by Supervisor Clayton Passed by all.

7. Maintenance Report: 4/1/17-4/30/17- On April 20th there is duplicate documentation for Derrick and Dan, it's from Ken compiling it on the report for the agenda. Culvert crossing the Wendigo Road, the culvert is full, they need to contact the county. Bills: last page purchases at L & M: Straw hat was questioned, that's what they use when they mow the lawn. Areas that Haubrich and Schack still see, both are going into town and driving together, both do not need to go. It doesn't take two people to sweep and mop the service center house. They need to split up the duties more; it's in the works. Motion to approve the maintenance report made by Supervisor Schack seconded by Supervisor Kortekaas Passed by all.

8. Old Business

- ❖ Comprehensive Plan- updated plan in front of you and there is a mistake on the map. This time it came back and they put CO rd. 67 and 455 as township roads. Motion to put on the website, and table to the regular meeting made by Supervisor Haubrich and seconded by Sueprvisor Kelley passed by all.
- ❖ Zoning- when the comp plan is approved a resident in the new zoning area can to go in to the county and have the fee of \$500 waved to whomever would like to change their classification. The township will send a letter that they have this option, it would go under a blanket permit with the county. It is the homeowner's option to reclassify their property it would save the county and homeowner time and money.

9. New Business

- ❖ Firewise- Sueprvisor Schack attended a meeting. The meeting was last week, designed to help homeowners keep their homes safer from wild fires. A recommendation to make a buffer zone around your home to will help prevent a fire from spreading. Harris Township is not in the recognized sites for drop off. The residents would have the option to bring the brush to a certain area and the Firewise program will chip it for you. They do have crew that will come in and open the driveway up to make way for the fire trucks. Firewise will lose some of the funding from the DNR in Itasca County, by 2026 this program might not be around anymore, and it works. It gives you good ideas about keeping the area around your house clean. Great idea and sign up for it. Bill Brink is the go to guy, he is the Itasca county Firewise guy. It will be out in the newsletter. Very informative meeting. Program Firewise awareness gets together they have received funds from many sources but one is: \$500 from State Farm Insurance to educate the public on this program. They would like to see Harris Township get involved in the program. Firewise would like us to get more information out there, the Township doesn't have to do anything but spread the word.
- ❖ Work Session about Supervisor Duties and use of PEG fees. June 13th at 7 pm. Motion to have work session on June 13 at 7 pm to talk about supervisor duties and PEG fees made by Supervisor Kelley seconded by Sueprvisor Haubrich passed by all.
- ❖ Life Insurance Policies- life insurance policies for the supervisors, the policy was in place when the treasurer took office. Knowing that supervisors are also out there working in the ditches and on the roads, with MAT's recommendation we have it. We didn't get the information in the mail, we would need approval to be done by the end of May. We have sent the brochure for the supervisors to look at before the meeting. Do you want to enroll in the life insurance policy? This is just for the supervisors, clerk, and treasurer. We had the Platinum before, its \$320 per supervisor per year. Don't know if it's beneficial to have the township to carry a life insurance policy. We all carry our own, and it's a lot to have the township pay. Motion to not renew made by Supervisor Kelley seconded by Sueprvisor Clayton passed by all.
- ❖ Pay requests covered up above.

- ❖ Cleaning up of the office- we have the records retention policy, I have included the retention schedule along with the resolution. Going through files I have found more road files that should be put into the file folders. The file cabinet is so full right now I can't put anything else in there. My thought is to put each road into its own 3 ring binder and have that in the office. It would be a lot easier for the supervisors if they want to look at a road to pull out a 3 ring binder. Motion to add to the work session on June 13th made by Supervisor Kelley seconded by Sueprvisor Kortekass passed by all.
- ❖ Signs and proof of what the sign will look like, with the costs. We need about 25 for the "No alcohol" signs and two signs for the "do not drive on the grass" for the town hall. We have a lot of entrances to the parks, at Crystal Park there are about 5-6 entrances with the picnic area. The boat landings and town hall we need to put the signs, don't have to put one at the service center but maybe one at the cemetery. There are three entrances to the cemetery. So that would up the count to 30 at \$18.67 a piece; Newman's Signs is where we get the best deal. Motion to purchase the 30 signs made by supervisor Kortekaas seconded by Supervisor Clayton passed by all.
- ❖ Business cards made by Supervisor Haubrich, each supervisor should have business card with the same style. Center one and it's already made, now to just print them up.
- ❖ EFT Meeting- final meeting, it is on the Elementary Schools, and will be at the Reif center.
- ❖ Enbridge- 6 pm June 6th at the IRA arena is where the meeting will be held.
- ❖ Pokegama Lake Association- June 19th Corps of Engineers will be addressing the issues with Pokegama Lake and surrounding areas. We need to decide tonight so we can post a quorum, at Timberlake Lodge, Supervisors Kortekaas, Clayton, Kelley, Haubrich, Schack. registration starts at 5:15 Motion to have the clerk post made by Sueprvisor Haubrich seconded by Sueprvisor Kelley passed by all.

10. Public Input

Memorial Day coming up Color Guard is at 10:15 and they come in and get going right away as they have more to do. Supervisors are usually there from 8-12. Speaker system on the flag maybe as not many can hear them speak.

Road side cleaning and maybe start earlier in the year. Next year look at the first part of May

11. Upcoming meetings/events

- ❖ Mon. May 29 Memorial Day Program 10:15 am Harris Cemetery
- ❖ Mon. June 12 Itasca Association of Townships 7:00 pm Blandin Foundation
- ❖ Wed. June 14 Regular Meeting..... 7:30 pm Town Hall
- ❖ Wed. June 28 Planning and Development Meeting.....7:30 pm Town Hall

12. Adjourn motion to adjourn made by Supervisor Kortekaas seconded by Sueprvisor Haubrich passed by all.

